



## CITY OF CEDARTOWN

201 East Avenue  
Cedartown, Georgia 30125  
Telephone (770) 748-3220 ♦ Fax (770) 748-8962  
City Manager ♦ Bill Fann

### BOARD OF COMMISSIONERS

DALE TUCK, CHAIRMAN  
LARRY ODOM, VICE CHAIR  
GARY MARTIN  
MATT FOSTER  
JORDAN HUBBARD

### Bank Draft Application

Name: \_\_\_\_\_

Account No: \_\_\_\_\_

Address: \_\_\_\_\_

Home Phone No: \_\_\_\_\_

\_\_\_\_\_  
(City/State/Zip)

Work Phone No: \_\_\_\_\_

Financial Institution: \_\_\_\_\_

\_\_\_\_\_ Checking Account

\_\_\_\_\_ Savings Account

\_\_\_\_\_  
(Address)

\_\_\_\_\_  
(City/State)

\_\_\_\_\_  
(Zip Code)

Phone No. \_\_\_\_\_

Checking or Savings Account No: \_\_\_\_\_

Bank Routing No: \_\_\_\_\_

I authorize the City of Cedartown to automatically draft my bank account for payment of my utility bill.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**\*Be sure to Attach a voided check.**

**\*Application must be in prior to the 10<sup>th</sup> of the month. (Unless advised otherwise)**

**\*A \$.25 handling fee will be assessed each month.**

## **City of Cedartown**

### **Bank Draft Information**

On the BANK DRAFT PLAN, your water bill will be paid automatically by your bank, credit union or savings & loan institution. Your water bill will be sent to the First National Bank on the first working day after the (3<sup>rd</sup>) of the month. First National Bank will then draw on your account from your bank, credit union or savings & loan account.

You will continue to receive a water bill, which will show the month's water usage and the total to be drawn on your account. If you have any questions about your bill, call (770) 748-3220, Ext. 224 or come by City Hall.

If there is not enough money in your account to cover your bill on the date it is drafted, the draft will be subject to the same charges as a returned check. If any draft is returned from the bank you will automatically be removed from bank drafts.

If you change your banking institution, you must complete a new application form and provide the City of Cedartown with a voided check from your new account.

It will take 2 months before your bill will draft. You must pay the (1<sup>st</sup>) months bill after you turn in your application.

You may cancel the Bank Draft Plan by letter or in person.

Thank You,  
Cheryl Davis  
Chief Water Billing Clerk